



Westborough Advisory Finance Committee Minutes of Meeting #28 of FY23 March 23, 2023

Members Present: M. Barretti (Chair), M. Board, T. Dolan, Jr. (depart 8:13), W. Leslie, G. McMahon.

Members Remote: B. Blumberg, A. Bradley (arrive 8:10), R. Shaffert.

Members Absent: Z. Siddiqui.

Others present: Amber Bock, School Superintendent. Shelby Marshall, Hoco Pond Comm, Select board.

Others Remote: David Gordon, Director of School Finance/Admin. John Arnold, Town Moderator.

Chair Barretti called this Hybrid meeting of the Westborough AFC to order at 7:02 PM in Memorial Hall, Town Hall. Chair announced *Pursuant to Chapter 107 of the Acts of 2022, this meeting will be conducted in-person and via remote access, in accordance with applicable law. This means that members of the public body as well as members of the public may access this meeting in person, or via virtual means. In person attendance will be at the meeting location listed above, and it is possible that any or all members of the public body may attend remotely, with in-person attendance consisting of members of the public. The meeting may also be accessed remotely via link provided in the agenda: When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting, may do so by in person attendance, or by accessing the meeting remotely as noted above. Additionally, the meeting will be broadcast live, in real time, via Westborough TV (Verizon Channel 28 or Charter Channel 192) and concurrently recorded and as soon as possible after the meeting posted on www.youtube.com/WestboroughTV*

Article 10n

Ms. Bock presented article 10n – Mill Pond Roof design. Estimated at \$132,000.

MILL POND SCHOOL ROOF RESTORATION DESIGN:

- The Architectural Design and Engineering needed for roof restoration and future roof load needs including air handlers and structural support for solar panels for Public Bid process for accurate pricing.
- 12% of the estimated cost of the project.
- The flat roof section is 58,000 sq. ft.
 - Using a 2-part, zero VOC Liquitac coating, will provide a fully reinforced roof restoration which involves the installation of two full coats of a polyurea coating, with a reinforcing scrim fabric sandwiched in between the two coats
- Warrant 20 years



Discussion:

- *We need a new roof, and this is a way to delay 20 years and then we need a new roof. Yes. If we do this, do we will put a new roof on the plan for 20 years from now. Respect your long-range view. It will be carried in our documents. Can it be done twice? Not sure. Its warrantee is 20 years.*
- *The Garland roofing product suggested from my understanding is only around since 2019, maybe a recent product. My concern is that the lifetime is less certain. We did look at other towns that seem to be returning to use it.*

- Roof is 21 Years old
- Mill Ponds Roof is in the timeframe for a Restoration within the next two years
- Restoration recommended to extend life of roof substantially
- Pushes out substantial repair 20+ years.
- ProScan scanned the Mill Pond Roof with an infrared camera to assess the roof
 - Mill Pond School roof is in acceptable condition for this process
- Measurable cost savings to push project out multiple yrs.
- Effectively provides new roof
 - Makes use of existing materials
 - Reduces waste
- Whole roof is prepped first (holes, tears, moisture points are fixed).
- Two coats of Polyurea (**one of the strongest waterproof and protective barriers for a variety of low slope industrial, commercial, and residential roofing structures**).
- No measurable weight added to existing roof
- Product uses two step process that has no 'off gassing' of smell

Other Restoration Projects:

- Town of Northborough Schools projects 10 years ago
- Town of Tewksbury three projects: Heath Brook Elementary School in 2017, John F Ryan Elementary School in 2021 and Wynn Middle School to start in 2023
- UMass Hospital in 2019
- Town of Clinton Middle School in 2020
- Assumption College in 2021
- Fitchburg Airport in 2022
- Town of Hopedale Jr/Sr High School
- City of Medford Multiple Roofs
- City of Chelsea Multiple Roofs

Supported by the Capital Planning Committee to thoughtfully defer one large roof expense while prioritizing timing for other essential town projects

- *Appreciate the thought of extending life. I am concerned that people recommending the solution are potentially the people supplying the roof. I think the consultant that is looking at all buildings, can provide a second opinion.* Accept as comment. All projects fit in with legal standards.
- *Will the engineering group looking at buildings look at this roof?* They will look at the 5 buildings (except Fales) including roofs.
- *What is the warrantee on the existing roof?* 15 to 20 years. We are at 21 years.
- *Following up, is it possible the current roof is still under warrantee?* No, it's expired. Need to do it before the roof gets too old. Looks like in the next two years. Better than patch and pray.
- *What is the warranty cover?* My understanding is they will repair the roof.
- *Is there an issue in removing the double layer in future.* No, it's thicker but not heavy. Minimal impact. *Who gives warranty- manufacturer or installer?* Believe its manufacturer.
- *Bids come in all on the same material.* Yes.
- *This request is for design and engineering- what is ballpark total?* \$1.1-1.2M this is 12%.

Article 10o: Hastings Roof Design. Estimated at \$504,000

HASTINGS SCHOOL NEW ROOF DESIGN:

- For the Architectural Design and Engineering needed for future roof load needs including air handlers and structural support for solar panels and Public Bid process in order to for accurate pricing.
- 12% of the estimated cost of the project.
- Removal & Replacement of 80,000 sq. ft. of existing roof
 - multi-ply
 - redundant
 - cold weather adhesive
- Warrant 40 years - Life expectancy 50 yrs. with proper inspections and maintenance

Deficiencies throughout the roof:

- Failed seams
- Failed flashing
- Cracked membrane
- Poor drainage
- Open flashing conditions
- Insulation issues
- Roof is at the end of its life expectancy

General Information:

- Type of roof is PVC
- The roof is 80,000 square feet
- Age of roof is +/- 27 years old and typical lifespan is 14 to 18 years for single ply roof
- New Roof Estimate is \$4,200,000.00
- Warranty for 40 years
- Assessed and repaired annually

- Garland Company has been assessing our roofs and updating reports as needed. The most recent report for the Hastings roof is dated September 6, 2022.



OUTSIDE EXPERT ASSESSMENT & HISTORY

- Water damage is serious and costly
- Mold, loss of property and staffing time for management of clean up and repair
- Roof has served us well, but is at end of life
- DRA report indicated Hastings roof needed repairs/replacement (install new roof drains, Install new membrane on roof dated October 17, 2014.
 - Now 9 yrs later Level 1 with extensive issues
- Capital Plan for 2019 as noted by DRA as a priority 3 in our notes
- Outside Company has been assessing our roofs and updating reports as needed. The most recent report for the Hastings roof is dated September 6, 2022.

Hastings School ADA, HVAC & Windows:

- Currently need to rebid larger project at October Town Meeting

THIS ARTICLE REQUEST:

- ROOF design will allow for both options of either emergency repair of roof outside of additional project work or repair in collaboration with ADA Repair & HVAC

Discussion:

- *What is the technology difference that makes the roof last three times longer?* Difference in material capability. Material much more robust.
- *Is there looking at Solar on this roof?* Yes, we will look at steel infrastructure for load and potential for solar in case it is desired in future. It's a viable building in good condition with life expectancy in it. Fales increased space. We gained space in Hastings by building the preschool.
- *Is solar a mandate?* No, it is a town decision, but by including engineering we know the capability and don't have to redo it if it is wanted. There are solar parking covers in the parking lot at Newton High. That may be an option in the HS parking lot should the town want to go that way. *If you find it not possible, could it be free standing?* Yes, but all sorts of considerations including neighbors to consider.

Article 10p Hastings ADA updates and gap in funding of HVAC

Currently, we are moving to pass over this article. The rationale for that is we did not receive subcontract bids on the major parts of this project so we would not have had a solid cost. The plan is to return in the fall with solid cost. The issue is not just the supply chain, but also, they are all booked.

Discussion:

- *One reason projects don't get quotes is its unattractive. Very complicated, occupied building and over two summers. If we push it off to fall it will take longer. Is there a way to make it less complicated?* Sounds like a subcommittee discussion so we can get into details on ideas. This would become one summer plus nights/weekends. Its similar complexity to other projects we have done. We gain time to have the discussions by passing over this article.
- *Mr. Shaffert commented: In my mind, the building envelope, mechanical systems are interrelated and better to do at once. HVAC running across the roof since there is no room in ceilings and that interferes with doing the roof later. Maybe the windows should get done at same time. Since its becoming more efficient we may need a smaller HVAC system. I agree with many of the points. We were able to use some of the existing HVAC interior vents. If we have a buildable*

document for the roof, then we gain the ability to do both. We still need to be awarded the money. Encourage you to sit with Steve and engineers to go through it in detail after ATM.

- *I think you should have an OPM for this job since it is larger.*

14% OSD in budget

Chair Barrett asked for a refresher about doing the budget with the 14% was included across the board to student services be on the safe side of that number. The vast majority of that went against the largest portion which is out of district placements and transportation. Mr. Gordon the variance between carrying the 14% on just OOD tuition or on the entire student services was about \$110k. We decided to apply the 14% across. The Circuit Breaker offset did bring the budget down. The two big items outside of student services were facilities budget of electricity and gas. We are hoping for the supplemental budget if it survives will help some.

If you did not put 14% in the other area you would have had to put something in there. We did carry some funds so we can pick up those gaps.

Contracts settled.

I want to state it is good news we have 6 settled contracts and not the costly legal issues you see across the state. We are locked in for three years and before town meeting.

Chiller project (ARPA Funded) update?

There is an update but prefer not to do it on the fly at a public meeting. We can discuss it after the town meeting.

Does the Sugar Shack help keep us on budget?

It helps with stability and provides a program we would have had to send out. The decrease though comes from students that aged out and moved out of town.

Discussion/Vote Warrant Articles and Budget Continued.

The Chair noted that despite multiple eyes reviewing the book, we have found some mistakes in the book, it shows us already having voted for example the school capital articles 8-0-0.

Motion to recommend the town meeting votes in favor of Articles **10n (6-1-1)** and **10o (7-1-0)** passed.

| Art# | Title | Motion | 2nd | Blum | Boar | Brad | Dola | Lesl | McM | Shaf | Sidd | Barr | vote |
|------|-------------------------------|--------|---------|------|------|------|------|------|-----|------|------|------|-------|
| 10n | Mill Pond Roof Restore Design | Leslie | McMahon | Y | Y | A | Y | Y | Y | N | - | Y | 6-1-1 |
| 10o | Hastings New Roof Design | Leslie | McMahon | Y | Y | Y | Y | Y | Y | N | - | Y | 7-1-0 |

Motion to recommend the town meeting vote to **pass over** Article **10p** passed **7-0-0**

| Art# | Title | Motion | 2nd | Blum | Boar | Brad | Dola | Lesl | McM | Shaf | Sidd | Barr | vote |
|------|---|--------|---------|------|------|------|------|------|-----|------|------|------|-------|
| 10p | Hastings School ADA Construction PASS OVER | Leslie | McMahon | Y | Y | Y | - | Y | Y | Y | - | Y | 7-0-0 |

Article 16. Hocomonco Pond Discussion.

We voted last week but there was additional substantive information at the Select board meeting. The Chair had a discussion with Ms. Marshall and asked her to bring us up to date on the latest information.

Ms. Marshall is the chair of the Hocomonco Pond reuse committee. There has been a lot of discussion in a short period of time. There was a delay between the article presentation at the SB meeting and their vote due to the country club committee candidates being done first. When discussion resumed

later, I shared with the board my concern that there were grant opportunities and other elements that I felt we should explore before asking TM for money. The SB decided to wait for additional information before taking their vote. This week the H Pond comm met with robust discussion. Where we were with work to be done, quotes, information from another consultant in the field, talked about grant programs as part of opening the site. The committee recognizes it will take some amount of money to even consider opening the pond because we need to present regulatory groups. The estimate gives us a number to start with. In concert with that we will apply for the UCONN brownfields program. We will also pursue information from other consultants notably VHB that has done work with the town to hear about their program. We voted unanimously to go forward with the article at the town meeting with the understanding we will not spend the money until we go through the grant process. This way we can get going sooner rather than waiting for fall to even begin.

Sight was cleaned up from creosote contamination as a superfund site but there is a specific process to using the sight. The regional dispatch center will need to be managed construction. There is ongoing monitoring cost to the government. There are activity use limits to what can be done. We want to have trails on this site. It's a beautiful wildlife site. There may also be a regional 911 dispatch center there. We want to do this right.

Committee comments:

Was there litigation? There were many good reasons to wait but also, but this will go forward with spending hand in hand with how it plays out. If this place is an asset, we are going to have to spend some to explore this anyway. I see value in investing. Thank you for coming in and clarifying. How long have they been cleaning the area? Do we want to revisit our 7-0-1 vote? -consensus was not to.

Article 33 change number 67

Chair had conversation with Jim Robbins to our question does this not stifle small business growth? The restriction has always been in place that prevented vehicles from parking in other businesses spaces all day long to advertise. Several businesses complained that were doing this offsite advertising. A business vehicle can park in front of their business but moving offsite is prohibited. I think the EDC should look at it and suggest ways these businesses could advertise without violation.

The idea of eliminating the special permit was not covered in the conversation. Discussion to have Jim talk to us at our meeting prior to ATM and vote then versus voting now. Mr. Shaffert stated he will not be able to attend TM and is not in favor.

Motion/Second (**Barretti/Board**) to deal with it at town meeting passed **6-1-0**.

Yes: Blumberg, Board, Bradley, Leslie, McMahon, Barretti. No: Shaffert.

Meeting Minutes:

On a motion duly made and seconded (**G. McMahon/M. Board**) with no discussion, the minutes of AFC FY23 Meeting #27 of March 20, 2023, **approved 7-0-0** by roll call vote.

Yes: Blumberg, Board, Bradley, Leslie, McMahon, Shaffert, Barretti.

Liaison Reports

Mr. Leslie, the library liaison, reported that when the budget increased due to the contracts in the salary line, the spending on book material fell just below the state required 15% for certification so looking into options. They are about \$4500 shy. Library reaching out to Kristi. One option if we get the details is to vote Saturday morning and change our budget recommendation at ATM to increase it. Alternatives are to move money around in the budget. Or try to fix it later with a transfer or another article. Mr. Arnold said a small increase was in scope if we voted and informed him of a different

number. Is it possible to use trust funds? Mr. Leslie will follow up with Library tomorrow and report back on Saturday.

Future Draft Agendas:

- ATM is 3/25. Arrive at 8:30. If the town meeting ends on Saturday evening and we can take care of organizational issues we will do it then. If not, we will meet on Monday eve.

Adjournment:

After a motion duly made and seconded (**M. Board/G. McMahon**) with no discussion, we voted to adjourn **7-0-0** at **8:51** PM.

Yes: Blumberg, Board, Bradley, Leslie, McMahon, Shaffert, Barretti.

Respectfully submitted,
Walter Leslie